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CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES STUDY MEETING

MINUTES
April 30, 2019

PLACE

Chabot-Las Positas Community College District, 7600 Dublin Blvd, Dublin Ca 94568

CALL TO ORDER

The regular meeting was called to order at 5:30 p.m. by President Maduli, Recording Secretary Debra Nascimento called the roll. At the time of roll, Trustee Mr. Gelles and Trustee Dr. Mitzman were absent and excused.

Trustee Mitzman arrived during Closed Session.

PUBLIC COMMENTS

There were no Public Comments offered at this time.

CLOSED SESSION

Motion No. 1

Motion made by Trustee Gin and seconded by Trustee Granger, the Board immediately adjourned to Closed Session at 5:31 p.m.

Motion carried unanimously, 5-0, with Trustees Gelles and Mitzman absent and excused at the time of roll.

OPEN SESSION

The Board re-adjourned in Open Session at 6:34 p.m. Recording Secretary Debra Nascimento called the roll. At the time of roll, Trustee Gelles was absent and excused.

ATTENDANCE

Members Present: Trustee Dr. Hal G. Gin

Trustee Ms. Linda Granger
Trustee Mr. Edralin “Ed” Maduli
Trustee Dr. Marshall Mitzman (arrived at 5:55 p.m.)
Trustee Ms. Genevieve Randolph
Trustee Mr. Tim Sbranti
Student Trustee Mr. Garrett Culbertson
Student Trustee Ms. Juliet Garcia Gutierrez

Members Absent: Trustee Mr. Donald L. “Dobie” Gelles (Excused)

Recording Secretary: Ms. Debra Nascimento

Managers Present: Mr. Ronald Gerhard, Interim Chancellor
Ms. Roanna Bennie, Interim President, Las Positas College
Mr. Walt Blevins
Ms. Diane Brady
Mr. William Garcia
Mr. Bruce Griffin
Mr. Owen Letcher
Ms. Guisselle Nunez
Mr. Dale Wagoner

Others Present: Dr. Melissa Korber, President, Las Positas College Faculty Senate
Mr. Tracy Coleman
Mr. Mujeeb Dadgar
Ms. Sadie Eldredge
Mr. Greg Enholm
Ms. Nan Ho
Mr. Amir Law
Ms. Kaitlyn Lundell
Ms. Ann Kroll
Mr. Stuart McElderry
Mr. Trevor Rose
Ms. Theresa Rowland

REPORT OUT: ACTION TAKEN IN CLOSED SESSION

No action was taken in Closed Session.

1.5 PLEDGE TO FLAG

Student Trustee Garcia Gutierrez led the pledge.

1.6 PUBLIC COMMENTS

There were no Public Comments offered at this meeting.

2.0 RECOGNITION OF STUDENT TRUSTEES

Interim Chancellor Gerhard recognized Student Trustees Culbertson and Garcia Gutierrez for their service on the Board, and presented each with a Certificate of Appreciation.

3.0 PRESENTATION: END-OF-YEAR RECOGNITIONS- STUDENT/PROGRAMS

(A) LAS POSITAS COLLEGE

Interim President Bennie recognized outstanding programs, staff and students and acknowledged and celebrated those in attendance.

Vice President of Student Services Mr. William Garcia thanked the Board for the opportunity and honor to showcase the achievements of the students and staff and explained the needs students have.

The following programs, staff and students were recognized:

Student Services-Student Successes

- A. Addressing Homelessness
 - Amanda Ingold, CalWORKs Program Coordinator
- B. Addressing Food Insecurity
 - Mariana Zuniga, LPCSG Advanced Senator
- C. Addressing Transportation Needs
 - Lylah Schmedel, LPCSG President, Garrett Culbertson, LPC Student Trustee

VP Garcia shared an award Livermore-Amador Valley Transit Authority recently won at their National Conference “The Best Partnership to Highlight Transit Needs Funding Las Positas College Student Pass Program” .

Dean of CATSS Mr. Don Carlson introduced the new Fire Academy.

Academic Services-Student Successes

- A. Social Science, Library, Public Safety & Career Education
 - Wily Alcaraz, Audrey Romo, Fire Academy Students
 - Jane Moorhead, Aaron Lacey, Fire Academy Faculty Co-Coordinators
 - Chad McMullen, Public Safety Manager

Interim Dean of Arts and Humanity Mr. Stewart McElderry introduced Dr. Melissa Korber and Mr. Martin Nash who spoke about the publications and introduced the students.

B. Arts & Humanities

- Timothy Cech, Editor-in-Chief, *Naked Magazine*
- Kirstie Burgess, Editor-in-Chief, *Havik Journal*
- Emily Forschen, Editor-in-Chief, *The Express Newspaper*

Dean of Business, Health, Athletics, Work Experience, and Kinesiology thanked Interim President Bennie, Dr. Korber, Mr. Jeff Drouin and Mr. Dale Wagner for their support with the Women's Volleyball Team.

C. Business Health, Athletics, Work Experience, and Kinesiology

1. Women's Volleyball
 - a. Dr. Amir Law, Dean
2. Women's Water Polo
 - a. Trevor Rose, Head Coach
3. Business Club
 - a. Ryan Elazequi, Club President, Larel Escoto, Club Member, Dr. Tracy Coleman, Club Advisor

Dean of MSEPS Ms. Nan Ho introduced the group of individuals that developed the Augmented Reality Sandbox Project. A video was shared on the making of the Sandbox.

D. Science, Technology, Engineering, and Math

- a. Will Kossow, Issac Shaughnessy, Yosef Mirsky, Students
- b. Travis White, Faculty
- c. Carol Edson, Classified Professional

(B) CHABOT COLLEGE

Chabot College President Dr. Sperling stated it was her honor and pleasure to introduce work of the students and instructors at Chabot College. She stated Chabot College is worthy for their signature programs in student support with a focus on integrated excellence of student support with excellence in academic.

The following programs, staff and students were recognized:

The Chabot Gladiators have been sensational this season in tennis, track, and swimming just to name a few. Chabot has been host to several meets and conferences and looking forward to ending the year with a few more personal bests and championship wins.

A. Health, Kinesiology & Athletics: Athletics

- Jeff Drouin, Athletics Director
- Ken Grace, Interim Dean

Dr. Sperling stated the Chabot Robotics Collective was born last Fall with the intent to design an efficient, remote-controlled robot to participate in the American Society of Engineers E-Fest West Student Design Competition. A multi-disciplinary team of Chabot students developed multiple robot designs, hosted their own in-house competition, raised funds, and traveled to Pomona with their final design, “ChaBOT”, where they placed fifth among 20 universities (and one other community college).

B. Science & Math: Chabot Robotics Collective

- Tess Weathers, Instructor, Engineering
- Brandon Nguyen, Student
- Katia Luis-Diaz, Student
- Sonya Gomez, Student
- Joanne Wong, Student

Chabot Robotics Team

- Isabel Burgos
- Alexander Cerna
- Jake Dalman
- Katia Diaz
- Sonya Gomez
- Chuying Huang
- Mohit Kumar
- Kin Long Lo
- Haolan Mo
- Dana Moehle
- Nick Munoz
- Aaron Mussak
- Nkono Mwase
- Ben Nakaya
- Brandon Nguyen
- John Pengalina
- Ricky R. Salas
- Brandon Silva
- Manav Singh
- Shabaj Singh
- Sergio Televera
- Andrich Zarate

Dr. Sperling stated the El Centro-Southern California College Tour- The Southern California College Tour provides low income, first generation to college students with the opportunity to visit colleges and explore cultural activities in Southern California.

C. Student Services: El Centro & Dream Center

- Abigail Garcia Patton, Hispanic Serving Institution (HSI) Director
- Cindy Liu, Student
- Maria Lopez, Student
- Nicholas Munoz, Student
- Kiyatta Porter-Robinson, Student
- Ronwaldo-Ray Silverio, Student
- Sharde Sims, Student

Dream Center- The DREAM Center provides comprehensive services to undocumented students and allies.

- Jaqueline Mata, Student

D. Applied Technology & Business: Business

- Kristin Lima, Dean
- Miguel Colon, Entrepreneurship & Business
- Fernando Herrera & Rory Gershen-Lewis, Presenting The Omni Jacket
- Josiah Baltazar, Presenting Big Boy Playground
- Krystle Hatchett, Presenting Open Space

Mr. Miguel Colon stated Mr. Fernando Herrera and Mr. Rory Gershen won the competition and received \$2,500.

Mr. Dov Hassan, Instructor showed a short video of “The Heights” performance. Mr. Hassan introduced student Ms. Ariel McEtchin who serenaded everyone with the song “Breathe”.

E. Arts, Media & Communication: New Heights in Theater and Film

- Deonne Kunkel Wu, Dean
- Dov Hassan, Instructor, Theater Arts
- Seth Mijares, Performs Piragua from in the Heights

Dr. Sperling thanked the Trustees for supporting the programs.

President Maduli thanked the students, staff and faculty for their presentations.

4.0 PRESENTATION: FACILITY MASTER PLAN

Interim Chancellor Gerhard introduced Vice Chancellor Owen Letcher.

FACILITY MASTER PLAN PROCESS

PHASE 1- Initiation: Fall 2017/ Winter 2018

PHASE 2- Existing Conditions: Early Spring 2018

PHASE 3- Plan Framework and Options: Late Spring 2018

PHASE 4- Plan Preparation: Summer 2018

PHASE 5- Review of draft and final plan

MEASURE A BOND LANGUAGE

“Chabot- Las Positas Job Training, Classroom Repair and Student Safety Measure. To upgrade aging classrooms and technology. Science labs for career education to prepare student, veterans and workers for good jobs and university transfer, remove asbestos/retrofit buildings for earthquake safety, acquire, construct and repair sties/facilities/equipment, and improve campus safety/security, shall Chabot Las Positas Community College District issue \$950,000,000 in bonds at legal rates, no money for administrators’ salaries/pensions, independent financial audits and all funds used locally?”

BOND PROGRAM MEMBERS

Owen Letcher	Vice Chancellor of Facilities & Bond Program
Donna Alaoen	Executive Assistant
Zahra Noorivaziri	Facilities & Construction Specialist
Ann Kroll	Project Planner/Manager for Las Positas College
Michael Garr	Project Planner/Manager for Chabot College
Tim Koehler	Accountant II-Capital Project
Cindee Frazier	Accounting Technician
Wendy Pinos	ITS Bond Program Manager
Vacant	Purchasing Buyer
Vacant	Purchasing Specialist

CHABOT COLLEGE CAP LOAD PROJECTIONS

2017 Cap: Loads Current

Campus	ASF Total					
	Lecture	Lab	Office	Library	AV/TV	Other
Chabot College	160%	101%	143%	97%	83%	n/a
District Office	n/a	n/a	n/a	n/a	n/a	n/a
Las Positas College	122%	94%	118%	84%	28%	n/a

2022 Cap: Loads Projected

Campus	ASF Total					
	Lecture	Lab	Office	Library	AV/TV	Other
Chabot College	145%	96%	141%	113%	70%	n/a
District Office	n/a	n/a	n/a	n/a	n/a	n/a
Las Positas College	124%	97%	123%	91%	49%	n/a

CHABOT COLLEGE PHASE 1 PROJECTS

Campus Safety	\$5 Million
Instructional Equipment	\$40 Million
Network Infrastructure (MPOE)	\$2.1 Million
Library Learning Connection	\$99 Million
Biology Phase 2	\$49 Million
Athletic Fields-Baseball	\$12.7 Million
Hayward Fire Training Academy	\$20 Million

CHABOT COLLEGE PHASE 2 PROJECTS

Advance Mfg. & Business	\$35 Million
College Center	\$100 Million
Arts & Media Building	\$82 Million
Medical Dental Building	\$40 Million
Sustainability Center	To Be Determined

LAS POSITAS COLLEGE CAP LOAD PROJECTIONS

2017 Cap: Loads Current

Campus	ASF Total					
	Lecture	Lab	Office	Library	AV/TV	Other
Chabot College	160%	101%	143%	97%	83%	n/a
District Office	n/a	n/a	n/a	n/a	n/a	n/a
Las Positas College	122%	94%	118%	84%	28%	n/a

2022 Cap: Loads Projected

Campus	ASF Total					
	Lecture	Lab	Office	Library	AV/TV	Other
Chabot College	145%	96%	141%	113%	70%	n/a
District Office	n/a	n/a	n/a	n/a	n/a	n/a
Las Positas College	124%	97%	123%	91%	49%	n/a

LAS POSITAS COLLEGE PHASE 1 PROJECTS

Campus Safety	\$5 Million
Instructional Equipment	\$40 Million
Academic Support & Offices	\$99 Million
Public Safety Complex	\$23 Million
Advanced Mfg. & Transportation	\$32 Million
Ag Sciences-Horticulture	\$5.2 Million
Ag Sciences-Viticulture	\$9.8 Million

LAS POSITAS COLLEGE PHASE 2 PROJECTS

STEAM Building-Sciences	\$85 Million
STEAM Building-Arts	\$33 Million
Student Center	\$42 Million
Athletic Fields	\$21 Million
Auxiliary Gym	\$44 Million

Phase 3 Building Space \$42 Million

LAS POSITAS COLLEGE RENOVATIONS

Swing Space Offices \$4.6 Million
 Roadway Improvements \$5 Million
 Demolition 400,500,800 \$2.4 Million
 Athletic Fields-Soccer \$4.9 Million
 Infrastructure \$15 Million

DISTRICT PROJECT SUMMARIES

Building Security \$150,000
 Technology Fund \$50 Million
 Total Cost of Ownership \$19 Million
 Chabot M&O Facility \$7.5 Million
 \$7.5 Million in State Funding

MEASURE A BOND PROGRAM OVERALL

Chabot College \$407 Million
 Las Positas College \$407 Million
 District ITS \$50 Million
 District TCO (Maintenance) \$19 Million
 Program Level Services \$59 Million
 District Projects \$8 Million

TOTAL ALLOCATION \$950 Million

MEASURE B SPENDING

Facilities Modernization Program: Funded by Measure B- Project Budget

Fund Description	Current Budget	Actual Expenditures to Date	Unpaid Commitments	Remaining Budget, A-(B&C)-D
	A	B	C	D
District Wide Totals	90,621,191	90,021,300	281,735	318,156
Chabot College Totals	264,146,752	242,530,430	16,559,443	5,056,880
Las Positas College Totals	248,455,295	249,214,182	710,026	(1,468,913)
Program Totals	603,223,238	581,765,912	17,551,204	3,906,122

MEASURE A SPENDING-PRIORITY

Facilities Modernization Program: Funded by Measure A- Project Budget Summary

Fund Description	Current Budget	Actual Expenditures to Date	Unpaid Commitments	Remaining Budget, A-(B&C)-D
	A	B	C	D
District Wide Totals	81,281,250	16,708,773	6,210,453	58,362,025
Chabot College Totals	138,041,543	2,426,428	13,703,168	121,911,947
Las Positas College Totals	137,335,071	1,915,342	7,650,876	127,768,853
Program Totals	356,657,864	21,050,542	27,564,497	308,042,825

NEXT STEPS

Board Approves the Facility Master Plans
 Bond Project List Update for full \$950Million
 Update Environmental Impact Reports

Questions and Comments

Trustee Mitzman stated Board President Maduli and himself recently attended the Oversight Bond Committee meeting and the feedback he received from attendees was positive. He asked how does this update of the Facility Master Plan tie into the District Strategic Plan and the Educational Master Plan for the two colleges. VC Letcher stated strategically this District when they selected the firm to prepare the Facilities Master Plan, they selected the firm that created the Educational Masterplan for both colleges. He added, the continuity of the delivery of service has allowed them to integrate the Educational Master Plan data into the Facilities Masterplan with the identified areas of growth that were in the Educational Master Plan were carried forward through the Facilities Master Plan because of the linkage of services. Trustee Mitzman asked if it was the same company. VC Letcher stated yes.

Trustee Sbranti stated in reading both reports for Chabot and Las Positas College the student surveys listed parking as the number one issue they would like addressed, what is the phasing you see in those improvements. VC Letcher agreed parking is an issue at both campuses. He stated Las Positas College there is a plan for construction for additional parking at the east end of campus. He stated at Chabot College that is an impacted site with limited land and is a much smaller campus then Las Positas College. He added, the parking issue at Chabot will take additional studies but there is discussion in the Master Plan about a parking structure. Trustee Sbranti stated the parking structures are expensive, he hopes the sequences of the other improvements can happen on the front end to relieve some of it. Trustee Sbranti asked what study was done in terms of a market analysis for the jobs of the future to match with the facilities that are being constructed to tie into the local economy

for workforce development. VC Letcher stated in part of the Educational Masterplan there was a jobs assessment done that link the Educational Master Plan growth through the Facilities Master Plan process this study was updated during the FMP process to validate the program growth at both campuses and to address emerging employment opportunities that are being seen. He added, this will be added as an appendix to the Final Facilities Master Plan. Trustee Sbranti stated there is some great opportunities to grow other programs. He asked if housing is a possibility in the inclusion and was looked at in the Facilities Master plan. VC Letcher stated Measure A Funding does not include Student Housing, that item was not moved forward however housing has been a discussion point with Las Positas College and local developers, not at Chabot College due to our land lock campus and reduced square footage.

Trustee Sbranti asked if Off Site Expenditures is serving the students, does bond dollars have to be spent on the campuses of Chabot and Las Positas College or if there are programs that benefit students can they be spent elsewhere. VC Letcher gave an example of our joint use agreement with the City of Hayward, Hayward Fire Training Academy is where were spending bond dollars for a program located off campus. He added, previously in Measure B we had programs affiliated with Adult School Programs with the City of San Leandro. Lastly, he stated as long as we can come to an agreement with our partner agencies we can spend bond dollars at that capacity.

President Maduli stated there has been a lot of discussion state wide in respect to student-faculty & staff housing. San Mateo is the only Community College with Faculty and Staff Housing, adding Bond dollars were not used.

Trustee Granger asked what the capacity load is over 100% and if it is good or bad. VC Letcher stated capacity load is the functional math equation that takes your number of weekly student contact hours within the campus and divides it by the square footage available, divide by the hours of the week and weeks in a semester. He added, in the formula is the square footage based on programs for the number of students enrolled. The state considers us to be balance if we come up with 100%, that is the number the state uses as our optima, if we are above that 120%, the state considers that as we are over constructing or we are under students.

Trustee Granger asked for further explanation regarding specific to the funding sources. VC Letcher stated if we submit our application for a state project (state bond dollars, state fund dollars) historically it has always been a state bond dollar. It would have to be state wide bond dollars that we would match 50%.

Trustee Granger asked for confirmation, if there are items in our Facilities Master Plan that we have unmet need from the Master Plan relative to the amounts available and our current bond. VC Letcher confirmed there is approximately \$530 million dollars identified at each college plus \$120 million at the District level. In total we have \$1.3 billion dollars in need identified in our Facilities Master Plan and a \$950 million bond measure of which state

funding is an option and public private partnerships are option to leverage our dollar forward.

President Maduli stated because we have unmet needs and \$950 million, I like what you've done in terms of integrating all the projects within the colleges. He asked how all the projects that were identified as phase one tonight, how are they categorized based on need. VC Letcher stated each college identified a list of projects from 2017, and put forward a vote from Facilities and Technology Committees. He added, he believes there was a democratic process to identify the priorities on both campuses.

Trustee Gin stated he enjoyed VC Letcher's presentation. He complemented Trustee Sbranti by stating he brings a wealth of knowledge to the Board from his past experience with the City of Dublin.

Trustee Gin asked VC Letcher when Measure B came on board we had a five-year construction plan, is that the same with Measure A. VC Letcher stated Measure A has compliance requirements for years one, two, three and five. He added, that Bond Council will have to weigh in on why there is no compliance requirements for year four. Every time we sell a bond we go out for a series of Bond sells and we end up with a series of bond spend downs on requirements.

Trustee Gin asked during Measure B we were in a recession where we were able to save the District significantly, he understands we again might be heading for another recession during the Measure A timeframe, do we expect to capitalize on that again. VC Letcher stated if we have another downturn of the economy we will take advantage of that.

Trustee Randolph stated the District in the past had an agreement with Local Labor governing projects, will this practice continue in the future, if so does that have an impact on the costs identified. VC Letcher stated our District in the past has had project stabilization to provide labor forces, that should be an agreement between the District and Labor Unions that are signatory to our agreements. Furthermore he added, he has had meetings with Labor Unions and stated he laid out his expectations and is hopeful to build partnerships.

President Maduli stated in your last District you had a PLA/PSA agreement. VC Letcher stated we currently have a PLA/PSA agreement with the Trades Council which is project specific for Measure B projects, we don't have any active projects that are covered by the PLA/PSA agreement. He added there was a PLA/PAS agreement with Measure B that went through an initial period and an extension with an identified list of projects. President Maduli confirmed that was only for Measure B. VC Letcher stated yes.

President Maduli confirmed prior to entering into any agreements the Board will be made aware. VC Letcher stated yes and will be kept updated throughout the process.

President Maduli stated he noticed overspending at Las Positas on Measure B spending and how asked how are they going to be covered. VC Letcher stated Measure B continues to earn interest through March, we had approximately \$2 Million in interest earnings on Measure B that has not been allocated out to projects. He added, those funds will be allocated out to the colleges. He stated there is encumbrances in the Las Positas project we don't expect to pay out so currently we are cancelling contracts and going through an accounting process, with allocation of interest earning between Chabot and Las Positas in the clean up on the "budget dust" that remains on projects that were encumbrances that we didn't expect that number is a zero. Lastly, he stated he is not concerned with the deficit number today.

President Maduli stated as were closing out Measure B, are we going to have an accounting of the interest of this; example what projects were funded, did this fund any manager positions. VC Letcher stated to his knowledge the interest earnings have always been allocated to projects. He added, a Bond List revision will be presented to the Board with a line item stating interest earning with an allocation of where the dollars go.

President Maduli stated you outlined in your presentation there are \$360 million in projects, when are you looking to go out for the second amount. VC Letcher stated we have to meet our spend down requirements. We have met year one and are on track to meet year two once we pay The City of Hayward to achieve our spend down. Lastly he stated, we are out 18-20 months before we need to go out for the next issuance of the Bond.

ADJOURNMENT

Motion No. 2

Trustee Mitzman made a motion, seconded by Trustee Gin to adjourn the meeting at 9:21 p.m.

Motion carried unanimously, 6-0.

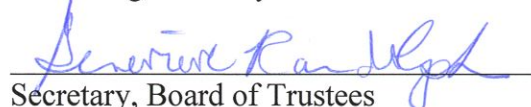
NEXT MEETING

The next meeting of the Board is a Regular Meeting scheduled for May 21, 2019 at Chabot College.

Minutes prepared by:



Debra Nascimento
Recording Secretary



Secretary, Board of Trustees
Chabot-Las Positas Community College District